

Subject: [FWD: Re: BID office use dates]
From: <aaron@urbanplaceconsulting.com>
Date: 10/13/2016 11:44 AM
To: Brian.Lammert@securitasinc.com

Hey,

See below for the remaining dates that Lit Crawl will be in the office.

Aaron Aulenta
Urban Place Consulting Group
aaron@urbanplaceconsulting.com

----- Original Message -----

Subject: Re: BID office use dates
From: Lit Crawl Info Los Angeles <info@losangeles@litcrawl.org>
Date: Thu, October 13, 2016 10:46 am
To: "aaron@urbanplaceconsulting.com" <aaron@urbanplaceconsulting.com>

Hi Aaron,

Hope you got my voicemail and my email of October 7 with the below. Are we okay for this evenings lead volunteer training? It will be a small group, with me arriving at 6 to set up.

Aaron,

My sincere apologies. I thought we had emailed you after we spoke in office with Brian - with my traveling/absence for the High Holy Days I dropped the ball on looping everyone in.

Here's where we stand at this time:

- Thursday October 13 Lead Volunteer training with a safety team member present - 6:30 p.m., 1 hour training followed by route walk by Lit Crawl team
- Sunday October 16 Volunteer training with a safety team member present - 1 p.m., 1 hour training followed by route walk with Lit Crawl trainers only. We note that the safety team member will be present at 1:30 for safety training.
- Sunday October 16 Bag stuffing 5 pm.
- Thursday October 19 Lead Volunteer training with a safety team member present - 6:30 p.m., 1 hour training followed by route walk with Lit Crawl trainers only We will offer this training as a Skype webinar for any volunteers unable to personally attend.
- Wednesday October 26 Event headquarters, equipment drop and Volunteer check in - By copy of this email, Cerrina Tayag-Rivera, Production Coordinator, and Leticia Valente, Volunteer Coordinator, are finalizing the day of schedule and we should have specific times for you by the end of this week.

Sally Shore
Executive Director
323-253-8510



www.litcrawlla.org
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[@litcrawlano](https://www.facebook.com/LitCrawlLA)

On Wed, Oct 12, 2016 at 3:28 PM, <aaron@urbanplaceconsulting.com> wrote:

Hi Sally,

An email for tomorrow (Thursday).

The dates I have your team using the office are 11/16, 11/19, and 11/26.
Please confirm.

Thanks.